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DEPARTMENT OF EDUCATION

**MEMORANDUM**

RE COURSES LEADING TO (1) THE INTERIM HIGH SCHOOL ASSISTANT'S CERTIFICATE, TYPE B,
(2) THE INTERIM HIGH SCHOOL ASSISTANT'S CERTIFICATE, TYPE A

The following announcement is made in order to provide information with regard to the professional training of secondary school teachers.

1. (a) The regular courses (September to May) at the Ontario College of Education, Toronto, will be continued and will provide instruction and practice teaching leading to the Interim High School Assistant's Certificate, Type B; the Interim High School Assistant's Certificate, Type A; and supplementary certificates in certain subjects.

(b) The conditions of admission and the specific requirements for the respective courses are stated in the Calendar of the Ontario College of Education.

2. (a) (i) Special eight-week summer courses leading to a Temporary Secondary School Certificate will be offered in 1960 at Toronto (Ontario College of Education), at Kingston (Dunning Hall, Queen's University) and at London (H. B. Beal Technical School).

(ii) The same type of course will be given at all three centres.

(iii) Each course will begin on July 5 and will end on August 26.

(iv) It is expected that applicants resident in the Counties of Durham and Northumberland, Hastings, Peterborough, Renfrew, and counties east of these will attend the course at Kingston, and that those resident in the Counties of Grey, Wellington, Waterloo, Brant, Norfolk, and counties southwest of these will attend the course at London. Applicants from elsewhere in Ontario will be expected to attend the course at Toronto.

(v) An applicant for enrolment must submit:

a certificate from a clergyman or other appropriate authority that he is of good moral character;

a certificate from a competent authority that he is a Canadian citizen or a British subect, or a Declaration of Intention to become a Canadian citizen;

a certificate of graduation with university standing approved by the Minister of Education as to admission requirements and as to content of the undergraduate courses;

a Preliminary Medical Report signed by a qualified physician on a form obtainable by the applicant from the Registrar of his University, the Ontario College of Education, or the Registrar, Department of Education.

(vi) Each applicant will be required before or during the course to pass a physical examination conducted by a medical examiner appointed for the purpose. The cost of this physical examination to the applicant is $3.75.

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(vii) The conditions of admission to the special eight-week course will be as stated in the Calendar for 1960-61 of the Ontario College of Education for admission to the regular winter course.

(viii) All applications for admission to the special eight-week course at Toronto, Kingston, or London must be made to the Secretary, Ontario College of Education, 371 Bloor Street West, Toronto, not later than June 20, on a form which will be mailed to the applicant when the Letter of Permission and a copy of the contract have been received at the College.

(b) (i) Each applicant for admission to the special eight-week course must also submit evidence that he has accepted a contract offered by a School Board for the school year 1960-61 for a position which has been advertised after April 1 in a newspaper having a provincial circulation and for which no application has been received from a teacher who is qualified under the Regulations.

(ii) In the case of an applicant under contract to teach in an Ontario private school, evidence must be submitted that he will teach at least one subject in Grade 11 or Grade 12 and that the school will apply to the Department of Education for inspection in these grades in 1960-61.

(c) A second special course of eight weeks, consisting of further professional courses and instruction in methodology, will be given at the same centres in the summer of 1961. This course will be available to candidates who have completed successfully the eight-week summer course of 1960, have taught satisfactorily during the complete school year 1960-61, and have been recommended by the Principal and the Secondary School Inspector concerned. On the successful completion of the second eight-week course, the candidate may be granted an Interim High School Assistant's Certificate, Type B.

(d) For candidates who have taken the former special ten-week course for a Temporary Secondary School Certificate, a special five-week summer course will be offered at Toronto in 1960, but not thereafter, in order that they may complete the requirements for an Interim High School Assistant's Certificate, Type B. This course will begin on July 4 and will be concluded on August 5.

3. A third summer course of eight weeks will be offered in 1961 to provide the opportunity for teachers who have been granted an Interim High School Assistant's Certificate, Type B, and who possess the necessary academic qualifications, to obtain an Interim High School Assistant's Certificate, Type A. This course will provide professional studies and methodology in their special fields of scholarship and will offer an alternative to the writing of May examinations without classroom preparation as a means of obtaining the Interim High School Assistant's Certificate, Type A.

NOTE: This Circular should be read in conjunction with Memorandum 1959-60:43 (Re Employment of Teachers without Basic Secondary School Teaching Certificates).

Toronto, February 12, 1960.

John P. Roberts

*Minister of Education.*